

## **CITY OF MIDDLETOWN**

Parks & Recreation Department  
100 Riverview Center  
Suite 140  
Middletown, Connecticut 06457

### **Parks & Recreation Commission Minutes of January 3, 2013** **Held at the Recreation Department Office at 100 Riverview Center**

Present: Commissioners Gerry Winzer, Philip Pessina, Todd Berch, Sheila Jones, and Rick Romano. Acting Director Debbie Stanley and Student Representative Dhruvi Patel.

Absent: Commissioner Tony Jaskot.

Call: Chairman Winzer called the meeting to order at 7:00 p.m. in the main room of the Recreation office, 100 Riverview Center, Suite 140, Middletown.

Public Hearing: There were no members of the public and the public hearing portion was closed.

Minutes: Chairman Winzer requested a motion to approve the minutes from December 6, 2012. Commissioner Romano made the motion, seconded by Commissioner Berch.

Vote: The Parks & Recreation Commission minutes of December 6, 2012 were unanimously approved.

Correspondence: Acting Director Stanley reported that there was no new correspondence this month.

Department Reports: Acting Director Stanley reported that in the Recreation Division approximately 350 children received Christmas gifts from the toy drive and that 500 children received letters from Santa. Karen Nocera received approximately \$4,500 in donations to purchase toys for the children. Dean Wilborn is working with Travis Meyers from First Investors Corporation to receive a \$600 donation for the Family Fun Nigh which is a Friday night of family activities including pizza, snacks, Big Daddy's Racing and more.

In the Parks Division, Gerard Cyr has been appointment by the Mayor as Acting Superitendent. He provided a list of activities and accomplishments in the Parks Division for the month which was given to each Commissioner. Chairman Winzer requested that this type of list with monthly information be provided to the Commissioners with the agenda so that they can review it prior to the meeting. They would be able to ask questions to the Acting Superintendent or Acting Director at the meeting.

Chairman Winzer asked what the status is on filling the open positions and the consolidation. Acting Director Stanley indicated that she was just appointed to her position and does not have a status update on any other changes at this time. She was appointed by the Mayor to Acting Director of Parks and Recreation and the Senior Center

when Ray Santostefano retired. Joe Samolis indicated that it would be for a few months at least. Chairman Winzer offered his congratulations and assistance with her new responsibilities.

Old Business: **Renovation of Palmer Field Concession Stand.** Chairman Winzer informed the Commission that there has been little progress with this project due to the holidays. He recommended that John Milardo remain on the subcommittee to research the purchase of a concession stand as he has done a significant amount of research already and his knowledge will be very helpful. Commissioner Berch also wanted John Milardo to stay on the subcommittee. Commissioner Berch explained the project to Acting Director Stanley and informed the Commission that there is an additional \$3,500 delivery fee that was not reported in prior meetings. Commissioner Berch made a motion to table this as the subcommittee doesn't have anything to report. Commissioner Pessina seconded the motion. All in favor.

**Veteran's Pool Boiler** – Acting Director Stanley reported that she is aware of the purchase of the boiler but will check on the status of the installation and report back to the Commissioner. Chairman Winzer said that it would be helpful to have Acting Superintendent Cyr attend the Commission meetings in the future.

New Business: There was no new business to report on.

Miscellaneous: Commissioner Berch offered his assistance to Acting Director Stanley. He would like her to share any ideas she has to enhance our programs. Acting Director Stanley indicated that with the few staff members, it will be difficult to add new programs. She feels very comfortable with the Recreation and Senior Center operations as they are similar and that's where her experience has been. She is working with the Parks Division to be brought up to speed on their operations and current projects. Our department has lost a secretary, Ray Jacobs and Lead Recreation Supervisor position. The Parks Division is also down several employees. Since Gerard has been promoted to an Acting Superintendent, there is a question about who will perform Gerard's old duties, or the Superintendent's duties when Gerard is out. The Commissioners offered their assistance if needed.

Motion Motion to Adjourn by Commissioner Berch, seconded by Commissioner Jones, all in favor, passes unanimously. Meeting adjourned at 7:13 p.m.

Vote; The Motion was voted on with all in favor. The motion passes unanimously.

Respectfully Submitted by Christine Bourne

cc: Mayor Daniel Drew